



June 18, 2007

TO: Citizens' Oversight Committee

FROM: Li Zhang, Manager of Finance and Administration

RE: Formation of the Subcommittee for the FY2006-07 COC Report, Agenda Item 9

For the Citizen's Oversight Committee's 2006 Annual Report, committee members found that the report details were better handled by a subcommittee of COC members that could examine each essential feature of the report and decide on its final outcome. Several meetings were held to go over specifics of the report. This was a welcomed and useful effort as COC members were thus able to shape the final outcome in a more hands-on fashion.

With the activity of TAM increasing year-by-year, and the ongoing collection and expenditure of the transportation sales tax a key to TAM's successful delivery of transportation improvements to the public, the Annual Report of the COC remains a key tool to capturing the sales tax activities of TAM. For the 2006 year, the COC may want to consider a more timely Annual Report. The role of the Subcommittee for oversight of the COC Annual Report would be to decide on the format and details of the Annual Report reviewing the key information, particularly audit results. Note that with a number of essential audit format questions successfully worked out last year, the fiscal audit should go more quickly this year. This would allow the annual report to be developed and sent out more expeditiously. The Subcommittee for oversight of the COC Annual Report would have a key role in making the issuance of the report more timely and still of high quality.

**Recommendation: Form a subcommittee for the FY2006-07 COC Report.**